

## TENDER DOSSIER FOR THE COMPETITIVE PROCEDURE

ANNOUNCED ACCORDING TO THE RULES FOR THE SELECTION OF ECONOMIC  
OPERATORS UNDER OP EIC, OUTSIDE THE REGIME OF ACT NO. 134/2016 COLL., ON  
PUBLIC PROCUREMENT, AS AMENDED

### “Computers and Information Technology”

as part of the project titled

Extension of SWA II Development Capacities

**KIEFEL**  
**AUTOMOTIVE**



A Member of Brückner Group

**Contracting authority:** KIEFEL Automotive s.r.o.  
Průmyslová 763  
333 01 Stod

**Drawn up by:** Blue Projects Agency, s.r.o.  
Roháčova 188/37  
130 00 Prague

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EVROPSKÁ UNIE  
Evropský fond pro regionální rozvoj  
Operační program Podnikání  
a inovace pro konkurenceschopnost



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**1 Contract title**

Contract title:	"Computers and Information Technology"
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**2 Basic information on the contracting authority**

Business name or registered legal name of a legal entity / business name or first name and surname of a natural person:	KIEFEL Automotive s.r.o.
Registered office / place of business / place of permanent residence (or delivery address):	Průmyslová 763, 333 01 Stod
Company ID:	46884513
The person authorized to act on behalf of or for the contracting authority:	Vladimír Suchý, director Rainer-Heribert Kürten, holder of procuration Eva Černá, holder of procuration
Contact person	Eva Černá
Email:	eva.cerna@swa.cz
Phone:	+ 420 377 233 721
Mobile phone:	+ 420 602 109 042

**3 Classification of the subject of the contract**

Type of contract: supply contract

The estimated value of the contract: CZK 2,800,000 (excluding VAT)

The contracting authority does not allow partial performance of the contract (sub-orders placed by the contracting authority).

**4 Description of the subject of the contract and technical requirements**

The subject of the tender procedure is the supply of computers and information technology as specified by the contracting authority, incl. packaging and transport to the seat of the contracting authority.





**The required technical parameters of individual types of the IT devices and equipment that are the subject of the contract:**

**Type A: PC for CAD Editing**

**The required quantity: 17**

Processor:

- 1) Turbo boost 2.0
- 2) Support for direct I/O (VT-x + EPT) virtualization
- 3) In the case of single-core tasks, the processor must allow an increase in the single-core performance
- 4) Support for the new AES instruction set
- 5) Compatibility with the SAP system must be ensured
- 6) The option of expandable RAM 250mb+ memory (the option of the addressing mode in the processor/the processor is able to serve the physical RAM)
- 7) The processor must be designed for continuous operation

Video card:

- 8) DASSAULT certification<sup>1</sup>
- 9) The video card must enable activation of the CATIA DASSAULT profile
- 10) HW support for CATIA DASSAULT
- 11) VRAM: at least GDDR5 2GB
- 12) Graphic input connections: at least two display ports

Monitor:

- 13) Display size: at least 27"
- 14) Resolution: at least 2560 x 1440+
- 15) IPS screen
- 16) Matte display
- 17) Display port
- 18) HDMI or DVI
- 19) USB HUB

<sup>1</sup> The certification is required so that trouble-free run-time would be guaranteed for the applications to be installed and used on the supplied IT by the contracting authority and the maximum performance of HW could be utilized at the same time. For details see: [www.3ds.com](http://www.3ds.com)





Other parameters:

- 20)SSD: at least 500 GB
- 21)HDD: at least 7k2 500 GB
- 22)RAM: at least 32 GB
- 23)Network interface card: at least 1Gbps
- 24)3D mouse
- 25)USB mouse with a scroll wheel (a total of 3 buttons)
- 26)Keyboard
- 27)OS MS Windows Professional 64b CZ
- 28)Support for the Microsoft Office system
- 29)Support for CATIA V5-6 R26

**Type B: PC for CAD Viewing**

**The required quantity: 7**

Processor:

- 1) Turbo boost 2.0
- 2) Support for direct I/O (VT-x + EPT) virtualization
- 3) In the case of single-core tasks, the processor must allow an increase in the single-core performance
- 4) Support for the new AES instruction set
- 5) Compatibility with the SAP system must be ensured
- 6) A minimum of 8 threads for app excel calculations
- 7) The processor must be designed for continuous operation

Video card:

- 8) DASSAULT certification
- 9) The video card must enable activation of the CATIA DASSAULT profile
- 10)HW support for CATIA DASSAULT
- 11)VRAM: at least GDDR5 1GB
- 12)Video outputs: at least two display ports

Monitor:

- 13)Resolution: at least 1920 x 1200+
- 14)IPS screen
- 15)Matte display





- 16) Display port
- 17) HDMI or DVI
- 18) USB HUB

Other parameters:

- 19) SSD: at least 500 GB
- 20) HDD: at least 7k2 500 GB
- 21) RAM: at least 16 GB
- 22) Network interface card: at least 1Gbps
- 23) 3D mouse
- 24) USB mouse with a scroll wheel (a total of 3 buttons)
- 25) Keyboard
- 26) OS MS Windows Professional 64b CZ
- 27) Support for the Microsoft Office system
- 28) Support for CATIA V5-6 R26

**Type C: PC for the Office**

**The required quantity: 4**

Processor:

- 1) Turbo boost 2.0
- 2) Support for direct I/O (VT-x + EPT) virtualization
- 3) In the case of single-core tasks, the processor must allow an increase in the single-core performance
- 4) Compatibility with the SAP system must be ensured
- 5) A minimum of 4 threads for app excel calculations

Video card:

- 6) Video outputs: at least two display ports or HDMI or DVI

Monitor:

- 7) Resolution: at least 1920 x 1200+
- 8) IPS screen
- 9) Matte display
- 10) Display port
- 11) HDMI or DVI
- 12) USB HUB





Other parameters:

- 13)SSD: at least 500 GB
- 14)RAM: at least 16 GB
- 15)Network interface card: at least 1Gbps
- 16)USB mouse with a scroll wheel (a total of 3 buttons)
- 17)Keyboard
- 18)OS MS Windows Professional 64b CZ
- 19)Support for the Microsoft Office system

**Type D: Laptop for CAD Viewing**

**The required quantity: 14**

Processor:

- 1) Turbo boost 2.0
- 2) Support for direct I/O (VT-x + EPT) virtualization
- 3) In the case of single-core tasks, the processor must allow an increase in the single-core performance
- 4) Support for the new AES instruction set
- 5) Compatibility with the SAP system must be ensured
- 6) A minimum of 4 threads for app excel calculations

Video card:

- 7) Video outputs: at least two display ports or HDMI or DVI

Internal monitor:

- 8) Display size: a maximum within the range of 13 "to 15"
- 9) Resolution: at least FHD
- 10)Matte display

External monitor:

- 11)Resolution: at least 1920 x 1200+
- 12)IPS screen
- 13)Matte display
- 14)Display port
- 15)HDMI or DVI
- 16)USB HUB

Other parameters:

- 17)SSD: at least 500 GB





- 18) RAM: at least 32 GB
- 19) Network interface card: at least 1Gbps
- 20) USB output: at least two, out of which a minimum of one USB 3.0
- 21) The length of battery life: at least 6 hours
- 22) Wireless mouse
- 23) External keyboard
- 24) Support for a docking station
- 25) OS MS Windows Professional 64b CZ
- 26) Support for the Microsoft Office system
- 27) Bag

### **Type E: Laptop for CAD Editing**

#### **The required quantity: 4**

##### Processor:

- 1) Turbo boost 2.0
- 2) Support for direct I/O (VT-x + EPT) virtualization
- 3) In the case of single-core tasks, the processor must allow an increase in the single-core performance
- 4) Support for the new AES instruction set
- 5) Compatibility with the SAP system must be ensured

##### Video card:

- 6) DASSAULT certification
- 7) The video card must enable activation of the CATIA DASSAULT profile
- 8) HW support for CATIA DASSAULT
- 9) VRAM: at least GDDR5 2GB
- 10) Video outputs: at least two display ports or HDMI or DVI

##### Internal monitor:

- 11) Display size: a maximum within the range of 13" to 15"
- 12) Resolution: at least FHD
- 13) Matte display

##### External monitor:

- 14) Resolution: at least 2560 x 1440+
- 15) IPS screen





- 16)Matte display
- 17)Display port
- 18)HDMI or DVI
- 19)USB HUB

Other parameters:

- 20)SSD or M2 card: at least 500 GB
- 21)RAM: at least 32 GB
- 22)Network interface card: at least 1Gbps
- 23)USB output: at least two, out of which a minimum of one USB 3.0
- 24)The length of battery life: at least 4 hours
- 25)Wireless mouse
- 26)External keyboard
- 27)Support for a docking station
- 28)OS MS Windows Professional 64b CZ
- 29)Support for the Microsoft Office system
- 30)Bag

The contracting authority expects several orders to be placed by the contracting authority from the date of the signing of the contract agreement till 30 November 2019, in which the contracting authority will always specify the quantity of the IT types they wish to be supplied. However, the contracting authority reserves itself the right to place an order for a total of solely one type of IT. The realization of this right must not be to the detriment of the contracting authority or subject to any sanctions.

All supplied devices and equipment and their components must be new, previously unused.

The minimum required warranty period for all supplied equipment shall be 36 months.

The contracting authority lays out that if the tender dossier, in particular the technical specification, includes requirements for or references to specific company names, trade names, specific description of goods or services that are considered to be characteristic for a particular entity or its organizational unit; patents, inventions, utility models, industrial designs, trade marks or designations of origin, etc., this is only for the purpose of definition of the required standard and the contracting authority also allows for other technically and qualitatively comparable solutions. Where other qualitatively and technically similar solutions are used, the tenderer shall include a description of the solution in its bid.





The subject of this competitive procedure is not the installation and commissioning of delivered equipment – this will be self-handled by the contracting authority.

## 5 The time and place of performance of the contract

The place of performance shall be the contracting authority's registered office.

The contracting authority requires that contract performance commences immediately after the conclusion of the contract agreement. The performance period set for every sub-contract is up to 42 calendar days from the date of receipt of a written order placed for the concerned sub-contract by the contracting authority.

## 6 Terms of trade

The binding Terms of Trade are set forth in the model contract agreement.

The tender specifications include a model contract agreement that has been attached to the existing dossier as Annex No. 2. The tenderer will only fill in the missing required information and execute a contract agreement, which has been **dated and signed** by the person authorized to act on behalf of or for the tenderer, in the required number of counterparts according to the model contract agreement, and include the contract agreement as a proposed agreement to the bid. As regards its content, the contract agreement must correspond to the content of the bid submitted by the tenderer. If the contract agreement does not correspond to the other parts of the tenderer's bid, this will be the reason for rejecting the bid and excluding the tenderer. If the person acting on behalf or for the tenderer is different from the person authorized to act, the proposed contract agreement must also contain the power of attorney authorizing the first-mentioned person to act. This power of attorney must be submitted in the original or in an officially certified copy thereof.

## 7 Requirements for bid variants

The Contracting Authority shall not allow any bid variants.

## 8 Guidelines on how to prepare the bid price

The guidelines on how to prepare the bid price are set forth in the cover sheet model.



#### Other guidelines:

- ◆ The bid price will be indicated in CZK.
- ◆ The bid price will be indicated broken down as follows:
  - ◆ The bid price exclusive of value added tax (VAT),
  - ◆ VAT separately (the VAT rate in relation to the subject of the contract performance shall be stated by the tenderer) and
  - ◆ The bid price inclusive of VAT.<sup>2</sup>
- ◆ The bid price will include all of the tenderer's costs related to the performance of the subject matter of the contract.
- ◆ The bid price will include all the costs necessary to ensure that the subject of the contract is performed properly, fully and in good quality and that all risks and effects related to the performance of the contract are taken into account. The bid price must also include insurance, guarantees, taxes, duties, fees, inflationary influences and any other expenses necessary to implement the contract. The bid price is final and it is not permissible to increase it in the course of the contract performance.
- ◆ The tenderer will set the bid price as the full sum for the complete performance of the contract.
- ◆ The tenderer will also set the bid price in the breakdown according to individual IT types as specified in Chapter 4 of the tender dossier and, in addition, the price determined in such a breakdown must always show the price for 1 piece of the given IT type.

## 9 Other requirements of the contracting authority for the contract performance

The tenderer accepts the defined technical parameters and undertakes to meet the required technical parameters of the subject of the contract in their entirety by submitting its bid under this competitive procedure.

The tenderer will furthermore provide a description of the performance offered in its bid, incl. technical specification. For the purpose of such a description, the tenderer may use the model table in Annex No. 3 to the tender dossier, where the required parameter is shown in one column and the tenderer will fill in the value or a description of the parameter being offered by him in the second column. It must be clear from the stated values or descriptions whether the parameter being offered has been met or not.

<sup>2</sup> The contracting authority hereby specifies that if the tenderer's entity is not subject to taxation, for example because it has its registered office abroad, the tenderer will state the price in its bid and all related annexes in the following breakdown:

The price exclusive of VAT; VAT = 0; the price inclusive of VAT = the price exclusive of VAT



In case the description of the performance being offered in the bid, including the technical specification, is at variance with the required technical parameters of the contract, the contracting authority reserves itself the right to exclude the bid submitted by the tenderer from any further assessment. The contracting authority shall notify the applicant of this fact in writing.

## 10 Qualification requirements

### 10.1 Proof of basic eligibility

(1) An economic operator shall not be qualified if (in accordance with the provisions of Act No. 134/2016 Coll., on Public Procurement, hereinafter referred to as the "Act"):

a) was convicted by final judgement in the country of its registered seat of a crime specified in Annex No. 3 to the Act or another similar crime pursuant to the law of the country of its registered office in the past five years preceding the commencement of the

procurement procedure; expunged convictions are disregarded,

b) has outstanding tax arrears registered in tax records in the Czech Republic or in the country of its registered office,

c) has outstanding arrears in respect of payments and penalties of public health insurance in the Czech Republic or in the country of its registered office,

d) has outstanding arrears in respect of payments and penalties of social security contributions and contribution to the national employment policy in the Czech Republic or in the country of its registered office,

e) is in liquidation, has been declared insolvent, in respect of whom the receivership has been imposed under another legal regulation or it is in a similar situation pursuant to the law of the country of its registered office.

(2) If the economic operator is a legal person, both this legal person and every member of its governing body shall meet the condition specified in paragraph a) of subsection (1). Where a legal person is a member of the governing body of the economic operator, the condition specified in paragraph a) of subsection (1) shall be met by

a) this legal person,

b) every member of the governing body of this legal person, and

c) the person representing this legal person in the governing body of the economic operator.



(3) If a participant in the procurement procedure is a branch of a business of

a) a foreign legal person, the condition specified in paragraph a) of subsection (1) shall be met by this legal person as well as the head of the branch,

b) a Czech legal person, the condition specified in paragraph a) of subsection (1) shall be met by the persons referred to in subsection (2) as well as the head of the branch.

**The tenderer shall prove its compliance with the conditions of basic eligibility by submitting an affidavit from the content of which it must be clear that the economic operator meets the qualifications required by the contracting authority.**

The tenderer can use the sample affidavit in Annex No. 4 to the tender dossier.

## **10.2 Proof of the professional capacity in relation to the Czech Republic**

The tenderer is required to submit a copy of an entry in the Commercial Register, or another similar register if another law requires registration in such a register.<sup>3</sup>

*Documents proving the basic qualification and professional capacity must prove that the required eligibility criteria were fulfilled no later than 3 months before the date of the bid submission.*

## **10.3 The list of major supplies or major services**

The tenderer shall demonstrate that he has properly completed at least 3 major supplies or services with the performance similar to the subject of the procurement procedure in the previous three years before the commencement of the procurement procedure. The contracting authority considers any supply of computer equipment in the amount of CZK 100,000,- exclusive of VAT (the minimum amount of one reference contract) to be a major supply or service.

**The tenderer shall proof his compliance with this criterion with an affidavit including a list of major supplies or services, to be submitted in an uncertified copy. In the list, the tenderer shall provide the trade name of the entity that the tenderer realized a contract for, the price**

<sup>3</sup> The economic operator is not required to present such a document if the laws in the country of the economic operator's registered office do not require any similar professional capacity.



**of the completed contract (in CZK exclusive of VAT) and the period of performance of the contract.**

The affidavit will be signed by the tenderer, in case of a natural person, or by the person authorized to act for the tenderer, in case of a legal entity.

A contract concluded with a client and a proof of actual performance delivered by the economic operator attesting the aforementioned information are recognized as being an equivalent proof.

The tenderer can use the sample affidavit in Annex No. 5 to the tender dossier.

## 11 The method of bid evaluation

**The basic evaluation criterion will be the economic advantageousness of bids.**

A sub-criterion of the evaluation is the lowest bid price, with a weight of 100%.

The bids will be ranked according to the amount of the bid price in CZK, exclusive of VAT. The bid stating the lowest bid price shall be evaluated by the evaluation committee as the most suitable bid.

## 12 The requirement for security provision

The contracting authority does not require any security to be provided.

## 13 Terms and conditions for bid elaboration

### 13.1 The bid format

- ◆ The bid shall be submitted in its original copy in writing and, furthermore, the complete signed bid shall be submitted in its scanned electronic form on a suitable media (e.g. CD or DVD or flash drives) in Czech or English language.
- ◆ The bid must not contain any overwriting or corrections which might mislead the contracting authority
- ◆ The contracting authority recommends that all the sheets of a bid, including its annexes, should be properly numbered in an ascending number sequence and the bid should be secured against tempering.
- ◆ The contracting authority recommends the tenderer to use the document order specified in paragraph 13.2 of these guidelines for elaborating a bid.



## **13.2 Required tender documents**

### **13.2.1 Cover sheet**

- ◆ The cover sheet shall contain the tenderer's identification, a declaration by the tenderer that the tenderer is bound by the award period, and the total bid price in CZK, exclusive of VAT.

For the purpose of submission of the cover sheet, the tenderer can use the sample cover sheet in Annex No. 1 to the tender dossier.

### **13.2.2 A signed proposal of the contract agreement**

- ◆ The tenderer is required to submit the model contract agreement according to Annex No. 2 to the tender dossier completed in two counterparts.

### **13.2.3 Evidence and documents to prove that the qualification requirements have been met**

- ◆ An affidavit from the content of which it is clear that the economic operator meets the basic qualifications required by the contracting authority.
- ◆ A copy of an entry in the Commercial Register, or another similar register if another law requires registration in such a register.
- ◆ An affidavit including a list of major supplies or services.

### **13.2.4 Other evidence and documents required by the contracting authority.**

- ◆ Description of the performance offered in the bid, incl. its technical specification.
- ◆ The bid price fixed in the breakdown according to individual IT types as specified in Chapter 4 of the tender dossier and, in addition, the price determined in such a breakdown must always show the price for 1 piece of the given IT type.

## **14 Explanation of the tender specifications**

The tenderer is entitled to ask the contracting authority for a written explanation of the tender specifications. A written request for explanation must be delivered to the contracting authority not later than 4 working days before the deadline for submission of bids. The contracting authority may also provide an explanation of the tender specifications without a prior request.

The contact person for the lodging of requests (e-mail, mail):



Eva Černá

Address: Průmyslová 763, 333 01 Stod

e-mail: [eva.cerna@swa.cz](mailto:eva.cerna@swa.cz)

The contracting authority shall send off such explanations of the tender specifications and, where appropriate, related documents, at the latest within 2 working days of the receipt of a request as stipulated in the preceding paragraph. If the contracting authority provides an explanation upon a request for explanation that has not been delivered in time, the contracting authority is not obliged to keep the deadline specified in the previous sentence.

If a request for explanation of the tender dossier is delivered in time and the contracting authority fails to publish its explanation by the aforementioned deadline, the contracting authority shall prolong the deadline for the submission of bids by at least as many working days as the number of the days was by which the period from the delivery of the request for explanation of the tender dossier to the publication of the explanation was exceeded.

The contracting authority shall publish any explanation of the tender specifications, including the exact wording of the request, on the following profile of the contracting authority:

<https://www.tenderarena.cz/profily/SWA>

and at the same time shall immediately notify all known participants about this publication.

## 15 Inspection of the place of performance

Taking into account the nature of the subject matter of the contract performance, no inspection of the place of performance will be realized.

## 16 The deadline and site for the submission of bids

The deadline for submission of bids has been set to be by 10 a.m. on 13 August 2018 .

The address for the submission of bids: KIEFEL Automotive s.r.o., Průmyslová 763, 333 01 Stod.

The contact person for receipt of bids:

Eva Černá

Office on the 1<sup>st</sup> above-ground floor of the administrative building

Tel: +420 602 109 042





e-mail: [eva.cerna@swa.cz](mailto:eva.cerna@swa.cz)

The tenderer can deliver its bid to the contact person for the receipt of bids during the whole time until the deadline for the submission of bids, always on working days from 8:00 a.m. till 4:00 p.m. (If a bid is to be delivered in person, it is advised to arrange the handover with the contact person in advance). Bids must be delivered in a properly sealed envelope bearing the title of the contract; the address to which a notice can be sent to the effect that it is a bid submitted after expiry of the period for the submission of bids; the inscription of "BID – DO NOT OPEN"; and the address of the tenderer.

### **17 The date and place of the opening of envelopes**

The date and time set for the opening of envelopes is at 10:00 a.m. on 13 August 2018.

The place of the opening of envelopes KIEFEL Automotive s.r.o., Průmyslová 763, 333 01 Stod.

Contact person:

Eva Černá

Tel: +420 602 109 042

e-mail: [eva.cerna@swa.cz](mailto:eva.cerna@swa.cz)

The tenderers who have submitted their bids within the time limit for the submitting of bids may participate in the opening of envelopes with bids.

### **18 The reserved rights of the contracting authority**

a) according to s. 2e of Act No. 320/2001 Coll., on Financial Control in Public Administration, the selected economic operator shall be a person obligated to co-act during the exercise of the financial control.

b) The contracting authority declares that this competitive procedure is neither a public invitation to tender nor a reward notification and it is not a public procurement tender implemented according to Act No. 134/2016 Coll., on Public Procurement.

c) The contracting authority reserves the right to cancel the competitive procedure, including the cancellation for convenience.

d) The envelopes with bids delivered after the deadline for the submission of bids will not be opened and the contracting authority will archive them unopened.





- e) Neither the bids nor any individual parts of the assessed bids or, as the case may be, the bids submitted by excluded tenderers will be returned to tenderers, the contracting authority will archive them.
- f) The contracting authority reserves itself the right not to conclude any contract agreement with any tenderer.
- g) The tenderer shall not be entitled to any compensation for the costs related to the tenderer's participation in the competitive procedure.
- h) By submitting his bid, the tenderer expresses his consent to be bound by the bid for the period of 90 calendar days of the expiry of the deadline for submission of bids.

## 19 Other parts of the tender dossier - annexes

Annex No. 1: Cover sheet

Annex No. 2: Model contract agreement

Annex No. 3: Model description of the performance offered in the bid, incl. technical specification

Annex No. 4: Model affidavit of compliance with the basic required qualifications

Annex No. 5: Model affidavit including the list of major supplies or major services

In Stod, dated 20 July 2018

.....  
The name and signature of the person authorised to act for the contracting authority





## 20 The check-list of the bid content

The contracting authority recommends the tenderer to check whether his bid contains all the required documents before the tenderer puts his bid to an envelope:

- ◆ **Cover sheet** (see Annex No. 1 to the tender dossier)
- ◆ **The proposed contract agreement signed by the person authorized to act for the tenderer in two counterparts** (see Annex No. 2 to the tender dossier)
- ◆ Evidence and documents to prove that the qualification requirements have been met
  - ◆ **Affidavit of compliance with the basic required qualifications** (see Annex No. 4 to the tender dossier)
  - ◆ **A copy of an entry in the Commercial Register, or another similar register**
  - ◆ **Affidavit including a list of major supplies or services** (see Annex No. 5 to the tender dossier)
- ◆ Other evidence and documents required by the contracting authority
  - ◆ **Description of the performance offered in the bid, incl. technical specification** (see Annex No. 3 to the tender dossier)
  - ◆ **The bid price fixed in the breakdown according to individual IT types as specified in Chapter 4 of the tender dossier and, in addition, the price determined in such a breakdown must always show the price for 1 piece of the given IT type.**
- ◆ The complete signed **bid** shall be submitted **in its scanned electronic form on a suitable media (e.g. CD or DVD or flash drives)**



